

Budget

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Office Estimates - 1957

and

Preliminary Estimates 1957

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Budget Division, Office of the Comptroller

11 July 1955

Administrative Officer, Office of the Director

Office Estimates - Fiscal Year 1957

REFERENCE: N-35-200-3

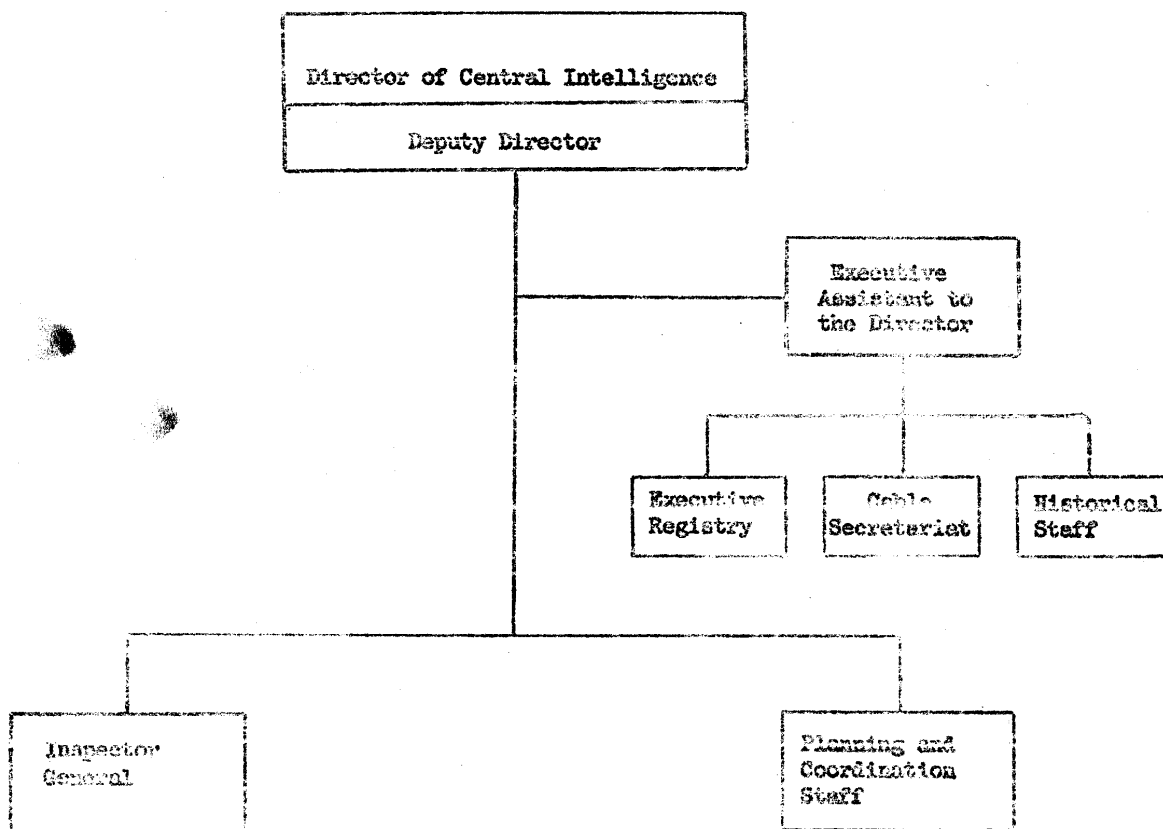
Attached are the Chart and Functional Statement for the Office
of the Director, in triplicate.



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OFFICE OF THE DIRECTOR



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OFFICE OF THE DIRECTOR

FUNCTIONS AND ACTIVITIES:

The Director of Central Intelligence directs all activities of the Central Intelligence Agency. For the purpose of coordinating the intelligence activities of the several government departments and agencies in the interest of national security, it is the Director's responsibility, under the direction of the National Security Council, to advise the Council in matters concerning such intelligence activities of the government departments and agencies as related to national security; make recommendations for coordination of such intelligence activities of the departments and agencies of the government as relate to the national security; correlate and evaluate intelligence and provide for its appropriate dissemination within the government using, where appropriate, existing agencies and facilities; perform, for the benefit of the existing intelligence agencies, such additional services of common concern as the National Security Council determines can be more efficiently accomplished centrally; to protect intelligence sources and methods from unauthorized disclosure; direct such analysis as may be necessary to determine which functions in the fields of national intelligence are not being presently or adequately performed; act for the National Security Council in coordinating all Federal foreign intelligence activities related to the national security to ensure that the over-all policies and objectives established are properly implemented and executed; and to perform other functions and duties related to intelligence affecting the national security as the National Security Council or the President may from time to time direct. In addition, the Director of Central Intelligence serves as intelligence advisor to the National Security Council, Chairman of the Intelligence Advisory Committee, Chairman of the United States Communications Intelligence Board, and member of the Operations Coordinating Board.

The Deputy Director of Central Intelligence assists the Director in the performance of his duties and acts as the Director in the absence of the latter. He also serves as Chairman of the Watch Committee, a permanent subcommittee of the Intelligence Advisory Committee.

Inspector General

The Inspector General is charged with conducting investigations throughout the Agency on behalf of the Director and with inspecting throughout the Agency the performance of missions and exercise of functions of all CIA offices and personnel.

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OFFICE OF THE DIRECTOR

FUNCTIONS AND ACTIVITIES (Cont'd):

Planning and Coordination Staff

The Special Assistant for Planning and Coordination assists the Director of Central Intelligence in planning and coordinating intelligence activities and Agency operational activities relating to national security.

The Planning and Coordination Staff develops and recommends policies and plans for the coordination of intelligence activities and Agency operational activities relating to national security; furnishes guidance regarding the long-range plans of the Agency; advises and assists in achieving effective collaboration in the Federal Intelligence Community; reviews and evaluates the effectiveness of coordination within the Federal Intelligence Community; coordinates and reviews Agency external research projects; and performs other related duties as the Director of Central Intelligence may require.

Executive Assistant to the Director

The Executive Assistant to the Director is charged with directing the activities of the Executive Secretariat and performing such other duties as may be assigned by the Director and the Deputy Director.

Executive Registry

The Executive Registry renders service to the Director and his assistants in the receipt, control, distribution and disposition of intelligence material and administrative documents flowing through the executive offices.

Cable Secretariat

The Cable Secretariat disseminates CIA cables within Agency Headquarters and provides continuous Clandestine Services Duty Officer coverage.

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OFFICE OF THE DIRECTOR

FUNCTIONS AND ACTIVITIES (Cont'd):

Historical Staff

The Historical Staff has been engaged in writing the history of the Central Intelligence Agency from its inception.